

## MEASURE “L” SUGGESTED EXPENDITURES

### A. RESERVES

- a. **General Fund Reserves (\$650,000):** As part of the City’s strategic goals it has been a key performance measure of the City’s goal to achieve financial vitality and sustainability to have a minimum 8% general fund reserve equating to approximately \$325k with a suggested 16% reserve or two months of the general fund operating budget \$650k

### B. STAFFING/OUTSIDE SERVICES

- a. **Elimination of furloughs (\$55,000/annually general fund):** This would eliminate the one month per day furlough for all employees that has been in place since April 2009.
- b. **Restoration of the 6<sup>th</sup> full time position in the Department of Public Works (DPW)(\$75,000/annually):** For decades the Public Works Dept. had six maintenance workers plus the director. In November of 2008, Dan Hayward retired from DPW. This position has remained vacant as a cost of saving measure. This position would be funded with a combination of water, wastewater, and DPW (Measure L) funds.
- c. **Allowance for two summer temporary positions to be filled for Department of Public Works and Parks & Recreation (\$25,000/annually):** The two summer temps would allow DPW to maintain Cit property in a much better condition. The cutting of grass on right of ways and parks, to painting buildings and would be supported by water, wastewater, and DPW (Measure L) funds.
- d. **Restoration of outside service janitorial support (\$16,800):** The Cano’s have done an outstanding job of cleaning City Hall for nearly four years. While DPW staff has taken over this task the department hasn’t had the time to provide the same level of service to City Hall.
- e. **Transient Occupancy Tax Audit (TOT) (\$8,000):** Typically municipalities do citywide or random TOT audits on an annual to every three years. Nevada City hasn’t performed a citywide audit of hotels/motels. A survey performed by the Finance Director received indications from other jurisdictions that there were some revenue recoveries. If there weren’t recoveries other jurisdictions indicated that it let the hotels/motels know that the City is watching the tax reporting.
- f. **Updating the Municipal Code (\$7,500):** This would update the City’s municipal code from 2007 to current. The City would then budget the annual maintenance to keep the code up to date.
- g. **Full time City Manager \$100,000 (difference of \$50,000):** Nevada City has always had a full time City Manager. When the economy began to decline and the City started losing revenues the City chose to only fill the City Management position part time after the departure of Mark Miller for cost savings. The City hasn’t had a full time City Manager since 2008.
- h. **Full time Police Chief \$90,000 (difference of \$40,000):** Nevada City has always had a full time (FT) Police Chief. When the economy began to decline and the City had been losing revenues and the FT Police Chief - Lou Trovato decided to retire, the City decided to backfill this position with a part time Police Chief. The City hasn’t had a full time Police Chief since January 2010.
- i. **Contract City Attorney \$65,000 (difference of \$25,000):** This is a realistic estimate of how much it would cost the City to contract out attorney services if Hal DeGraw stepped down as the consulting attorney for the City.

### **C. BUILDING AND GROUNDS REPAIR AND MAINTENANCE**

- a. Replacement of roof at the fire station (\$30,000):** The roof at the fire station is showing signs of wear and sagging. Over the years we have had several leaks which have bubbled the paint in many of the rooms. In the area over the porch we have found water in light fixtures.
- b. Painting of the Interior and exterior of the fire station (\$9,000):** The paint on the interior of the fire station sees a lot of use due to the high volume of people that use the building. The leads from the roof mentioned earlier have also damaged the paint on the ceilings. The paint on the exterior receives a lot of exposure to elements and has been fading and peeling.
- c. Replacement of the linoleum at the fire station (\$3,000):** The linoleum flooring sees a lot of use due to the high volume of people that use the building. Areas in the kitchen and bathrooms have begun to crack and split. Years of use have left many scratches and gouges that cannot be removed.
- d. Seal and coat the parking station parking lot (\$1,500):** The station parking lot has not been sealed in 7 to 8 years. Cracks that have appeared will continue to grow and become unrepairable if not addressed.
- e. Remodeling at Seaman's Lodge (\$75,000):** During rainy day weather the roof leaks in several places throughout the building. The bathrooms are severely outdated and ADA compatibility is questionable.
- f. Remodeling of Pioneer Park bathrooms (\$50,000):** The bathrooms are heavily used and heavily vandalized. Bathrooms that are more resilient to heavy use and that have automatic locking doors would help with vandalism. These changes to the bathrooms would reduce the maintenance costs in the future.
- g. Repair of swimming pool bathroom stalls (\$7,000):** The swimming pool bathrooms are open air, therefore are subjected to weather of all the seasons. The current stall doors are made from a metal material and have rusted. Each time the doors are opened and closed, metal chips fall to the floor, causing an injury hazard for swimmers who are barefoot. Replacing stall doors made with a durable plastic material would alleviate the amount of wear experienced by the current stall doors.
- h. Drainage study of the baseball field at Pioneer Park (\$25,000):** The Pioneer Park Field Project would involve improving the drainage of the field and would not only extend the number of months the field would be available to use each year, but would also improve the conditions of the field for safety purposes.
- i. Designed security for front desks for administration and the police department (\$40,000):** There is currently no security at City Hall and staff is vulnerable. On occasion there are dangerous and/or mentally unstable people in the City Hall lobby. For downstairs City staff there isn't a place to hide if someone was to come in a threatening manner. There is no alternate exit for downstairs staff in administration.
- j. City Hall roof repair (\$10,000):** During heavy rainfall there are leaks in the Administrative Offices upstairs in City Hall. There have been leaks for several years and are getting progressively worse.
- k. Emergency Generator for City Hall (\$42,000):** During the City Hall remodel in 2006 the City was plumbed for a natural gas generator. Installing a generator will enable City Hall to provide a greater level of service during storms and power outages.
- l. Replace City Hall phone system (\$17,000):** The current phone system is approximately 13 years old. AT&T, at the time of manufacture, suggests a 6-7 year life expectancy for this system. There are signs of wear. Messages slow to go to mailboxes, night message turning off or on by itself on occasion, or not picking up when it's on. The system eventually will fail.

- m. Tree Removal Program (\$20,000):** To remove trees of concern that could cause potential significant damage throughout the City.
- n. City Cemetery (\$19,000):** Replace fencing at the Nevada City Pioneer Cemetery for \$12,000, and remove and trim hazardous trees \$7,000.
- o. Request from Madelyn Helling at the Nevada County Narrow Gauge Railroad Museum (\$50,000):** This would be for a shop addition for machining. The museum is in need of more space for rolling stock, and museum volunteer's work all year long in all weather and need proper inside space to function safely.

#### **D. EQUIPMENT REPLACEMENT**

- a. Pool covers (\$12,000):** The pool covers are placed on the water each night; they keep debris out of the pool and heat in. The current covers are torn and shreds of material are often found floating in the pool. Pool covers have a lifespan of 5-10 years. The City's current covers have been in use for 8 years.
- b. City Hall copier, printer, and other small equipment replacements (\$7,500):** The City and Police Department have 3 copiers and 3 printers on a lease/maintenance plan from Ray Morgan. There are also several purchased individual copiers. Our current leases expire in May 2013. Some of this equipment is outdated and has regular maintenance issues. The City has received a proposal from Ray Morgan for upgraded printers and copiers that would provide more efficiency and recognize small monthly savings with a concerted effort by staff to reduce printing to the HP printers utilizing the upgraded copiers instead.
- c. New City Hall server (\$7,000):** The City Hall server currently houses the MOM's operating system. It is approximately 8 years old and servers usually have a lifespan of 4-6 years. At the time the City would update the operating system and new server would need to be purchased or possibly the City could look into a virtual server as part of the County's IT services provided to the City.
- d. New/Updated City Hall software (\$65,000-\$85,000):** The City has had the operating system MOM's in place for approximately 20 years. This operating system is used for water/sewer billing, payroll (outsourced in 2010), accounts payable, business licenses, financial data (general ledger), cash management etc. This system has been updated over the years but is a DOS based system with windows overlays. It is limited in its capabilities and functions. A survey performed by the Finance Director indicated three more prominently used operational systems in other municipalities (Springbrook, Tyler Encode, and Casselle) with 75% of the responses indicating they had converted from the MOM's system. An updated system could provide greater service features for customers and realized efficiencies for the Finance and Administration Department.
- e. Chipper for the Department of Public Works (\$10,000):** The City currently rents a chipper 4-6 times annually @ \$200/day. The City DPW could use a chipper many more times annually to condense and reuse wood waste.
- f. Police Department Server (\$15,000 NEW COST \$6,121):** A regional record management system (RMS) utilized by the three cities, county and district Attorney office is being upgraded through a Department of Homeland Security grant. Grant money did not cover the costs to upgrade servers. NCPD will be sharing servers with the County at a reduced cost of \$6,121.
- g. (3) CPU Windows 7 w/ 24" monitors (\$4,569 NEW PRICE \$4,190):**  
A regional record management system (RMS) utilized by the three cities, county and district Attorney office is being upgraded through a Department of Homeland Security grant. Grant money did not cover the costs to upgrade workstations. New CPU's with Windows 7 and wider 23" monitors are required. Are current CPU's were purchased 5 to 6 years ago using Windows XP, \$4,190 includes installation and licensing.

- h. **GX42 Zebra Tech Bar Code Reader, printer, scanner (evidence room) (\$2,045):** A regional record management system (RMS) utilized by the three cities, county and district Attorney office is being upgraded through a Department of Homeland Security grant. Grant money did not cover the costs for new evidence room Bar code tracking software and hardware. This is an upgrade and improves tracking evidence for court.
- i. **MDC for police vehicle for RMS upgrade (\$3,000):** A regional record management system (RMS) utilized by the three cities, county and district Attorney office is being upgraded through a Department of Homeland Security grant. The new platform requires our vehicles to be able to handle the mobile RMS and dispatch module. This will equip one vehicle currently not supporting a mobile data terminal.
- j. **Sierra Wireless GX440 LE for Verizon network w/ wifi (\$3,796):** The Department is moving from a radio data frequency to LTE cellular modems for patrol vehicles. Cellular will provide faster connectivity and substantial faster data speeds for officers. This will allow the department to have a total of two vehicles (one vehicle is paid for by a grant) equipped with the LTE connectivity.
- k. **Digital Video sound equipment (evidence room) (\$4,500):** The recording of individuals in our interview room is a must for criminal and civil investigations. The current system is inoperable and cannot be repaired due to its age. This will provide a DVD recorder, cameras and microphones needed for court.
- l. **Rifle rack and secure containers for armory (\$4,500):** The Department currently using an old locker to store weapons. The locker does not protect against damage to our assets nor is it lockable. The new locker will have individual racks with locks.
- m. **Traffic radars for vehicles (\$6,100):** The Department does not have operational certified traffic radars available. A city traffic engineering survey will be completed this spring. Officers will be trained on their use (required by the vehicle code) to enforce traffic related calls for service.
- n. **Police portable radios (4@ \$800 each) (\$3,200):** The FCC required all agencies to narrow band their radios to comply with federal regulations this past winter. 6 portable radios did not meet the specifications for narrow banding and are not useable. This would replace those 6 taken out of service.
- o. **Office ergonomic chairs (\$1,200):** Back injuries are a major cause for workers compensation claims. Current chairs are not ergonomically correct, were “give-me-downs” from other agencies and are a hazard for our staff to sit on. Four chairs will be replaced.
- p. **Protective helmets & masks (10@ \$600 each) (\$6,000):** The department has no “active shooter” or assault equipment. Ballistic helmets, tear gas masks, are normally assigned to each officer for fitting. This is normal issued equipment for officers patrolling and responding to hazardous situations.
- q. **Sound System for the Council Chambers (\$5,500):** Replacing the microphones in the City Council Chambers with multi directional and moveable microphones and a new mixer will provide the Council Chambers and the meeting recordings with a better sound quality.

#### **E. VEHICLE REPLACEMENT**

- a. **1 Ton dump truck w/ snow plow for the Department of Public Works 20% Measure “L” (\$45,000):** Replacement of a 19911 ton truck/snow plow.
- b. **Small pickup for replacement of a vehicle in the Department of Public Works (\$20,000):** Replace a 2000 4x4 pickup truck.
- c. **2013 Ford SUV Utility Vehicle \$29,000 (4 year life)**
- d. **2013 Ford SUV Utility Vehicle \$29,000 (4 year life)**
- e. **2013 Ford SUV Admin Vehicle \$27,000 (5 year life)**

